

A close-up photograph of a woman with long dark hair and a young girl with curly hair, both smiling warmly at the camera. The woman is wearing a light blue striped shirt, and the girl is wearing a white t-shirt. They are outdoors, with a blurred green background suggesting foliage. The text is overlaid on the lower half of the image.

CONTINUUM OF CARE REFORM (CCR) CHILD AND FAMILY TEAMS (CFT): AN INTRODUCTION TO FACILITATION

**UC DAVIS
EXTENSION**
CENTER FOR HUMAN SERVICES

RESOURCE CENTER FOR
FAMILY-FOCUSED PRACTICE

- Review CFT foundations and requirements
- Introduction to CFT facilitation
- Develop and practice CFT Facilitation components
 - Engagement
 - Planning
 - Structure



TEAMS

- “The coordination of knowledge and effort of two or more people, who work toward a definite purpose, in the spirit of harmony.”



- “No two minds ever come together without thereby creating a third, invisible intangible force, which may be likened to a third mind [‘a’ master mind].”

Hill, Napoleon. *Think and Grow Rich*. New York: Fawcett Books, 1987.

Team Builder

1. Work as a team to discover something you all have in common.
2. Each person can select one and share information about themselves concerning the topic. If they don't find something they all have in common with that topic, they can choose another card.
3. Once the group decides what participants have in common, create a creative team name from that and write it on the name tent provided.



Your Needs

1. On a “Post-It” note, write something(s) you would like to gain from today’s journey (something you have concerns about related to our topic area, would like to make sure we discuss or have questions about).
2. When completed, place the post-it notes on the easel chart paper in the front of the room.



CCR & CFT REVIEW



Continuum of Care Reform

A comprehensive reform effort to make sure that youth in foster care have their day-to-day physical, mental, and emotional needs met; that they have the greatest chance to grow up in permanent and supportive homes; and that they have the opportunity to grow into self-sufficient, successful adults.



Continuum of Care Reform Ultimate Goals



- Integrated system of care
- Services that are coordinated, integrated and seamless
- Active family and youth voice and choice
- Mutual accountability amongst all parts of the system and service providers

What is Continuum of care reform, CCR branch-

<http://www.cdss.ca.gov/cdssweb/entres/pdf/CCR/WhatIsContinuumCareReform.pdf>

For children or youth in placement who are receiving Intensive Care Coordination (ICC), Intensive Home-Based Services (IHBS) or Therapeutic Foster Care (TFC), a CFT meeting must occur at least every 90 days. For children and youth who are not receiving SMHS, the placing agency will convene a CFT meeting no less than once every six months. Best practice dictates that meetings should occur as soon as possible for, but not limited to, case planning purposes, placement determination, emancipation planning and/or safety planning and, therefore, frequency of meetings and timeframes varies.



PURPOSE OF CFT MEETING



One gathering that addresses the strengths, needs and concerns of:

- child or youths
- parent and/or family
- placement, court, agency and services
- all others that are involved in the youth and family's situation

CFT MEETING DISCUSSION

Must Be:

- Strength-based
- Developed through Team Think
- Needs Driven
- Integrated
- Outcome Focused



CFT Meeting Structure

- Greetings and Agenda
- Confidentiality and Team Agreements
- CFT Purpose (Initial And Ongoing Vision/Mission)
- Strengths and Concerns
- Needs and Goals
- Brainstorming Ideas
- Action Plan
- Evaluation



CFT Standards & Values In Action

- YOUTH & FAMILY CENTERED AND DRIVEN
- UNIQUE AND INDIVIDUALIZED
- COMPREHENSIVE SHARED PLANNING
- STRENGTH-BASED
- COLLABORATION
- NEEDS DRIVEN
- CULTURALLY REFLECTIVE, RESPECTFUL AND RESPONSIVE
- TRAUMA-INFORMED (TIC)
- OUTCOME FOCUSED.



TEAM FACILITATION

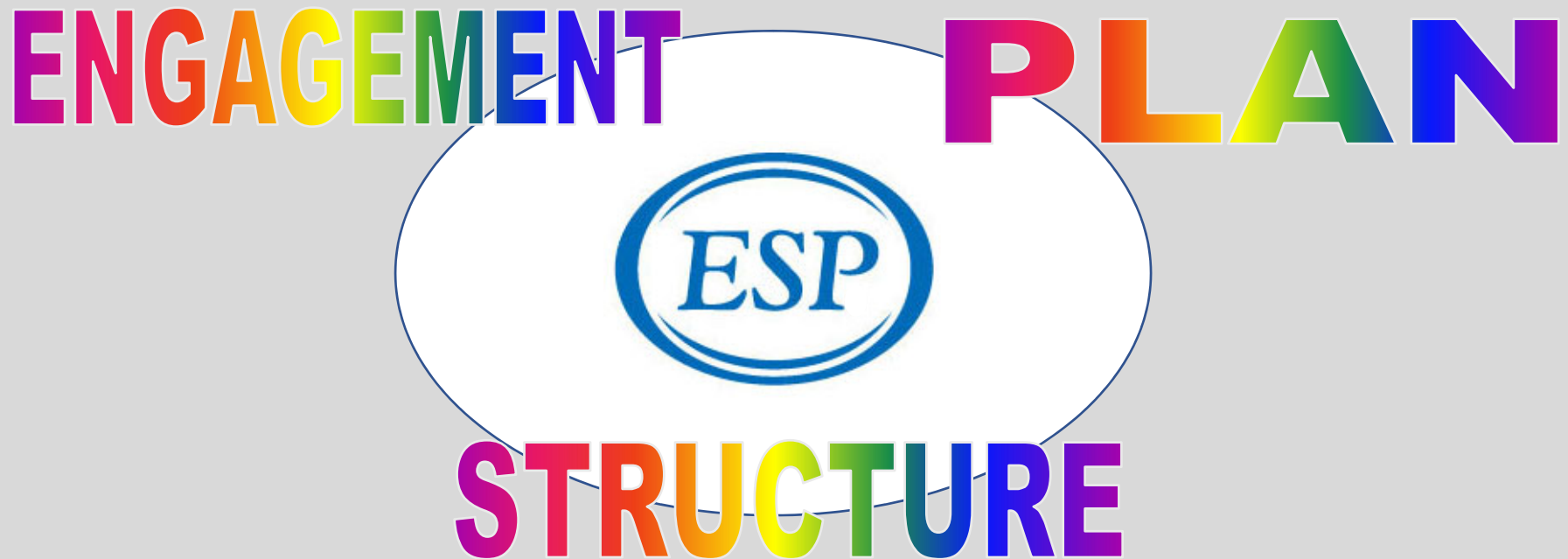


TEAM FACILITATION APPRECIATIVE INQUIRY

- 1. Work as a team to construct a list of the characteristics and behaviors that make an effective facilitator**
- 2. Share these with the larger group**



STEPS and TASKS in the FACILITATION PROCESS



FACILITATION TASKS

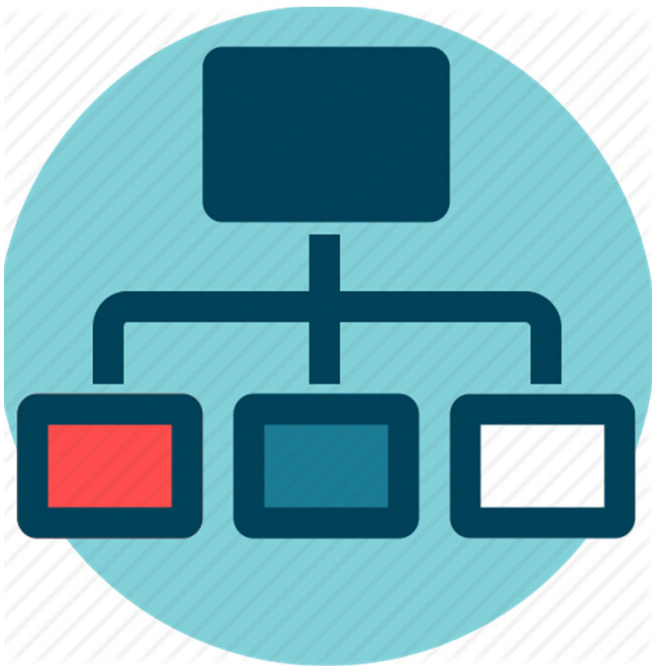
INITIAL AND ONGOING ENGAGEMENT

- Building rapport
- Creating a safe environment
- Assisting others in understanding the team process and roles within that process
- Helping each team member feel heard and feel his/her perspective is valued
- Support members in staying engaged over time



FACILITATION TASKS

CREATING STRUCTURE



- **First Meeting:**

addressing confidentiality and creating team agreements, defining vision/mission, discovering strengths and concerns

- **Ongoing:**

establishing purpose/goal of meeting/agenda, discussing strengths and concerns, defining needs, generating ideas and brainstorming, defining action steps, conducting meeting evaluation

FACILITATION TASKS

DEVELOPING A PLAN

- Defining needs
- Linking goals to those needs
- Generating ideas and brainstorming
- Defining specific actions to accomplish the goals
- Determining who will do what by when



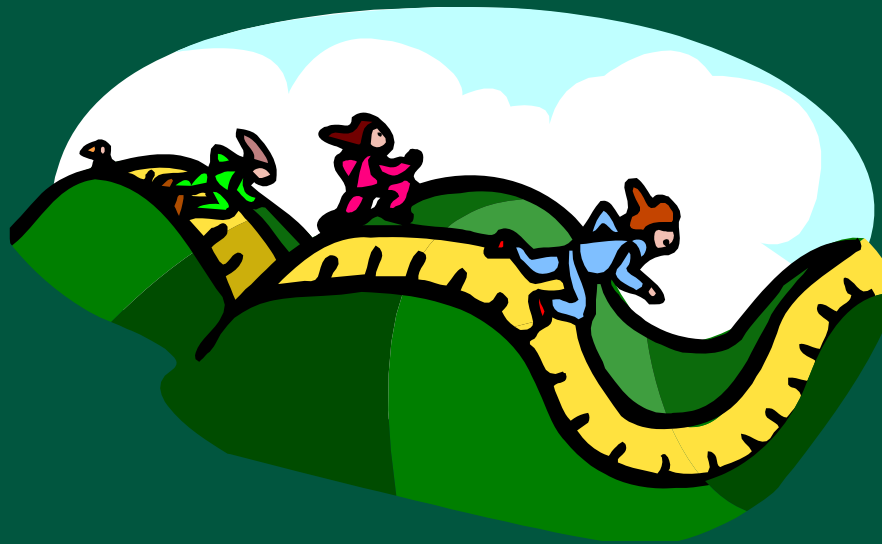
FACILITATION TASKS

IMPLEMENTING THE PLAN AND TRANSITIONING



- Defining and revising plan as needed
- Evaluating and tracking progress
- Guiding participants toward task completion
- Planning for transition

TEAM FACILITATION – ADVANCING OUR SKILLS



Initial and Ongoing Engagement

A stylized graphic at the bottom of the title oval shows four blue circles representing heads, connected by a blue ribbon that forms a shape resembling hands holding each other.

POOLING OUR EXPERIENCE, WISDOM AND NEEDS

Initial and Ongoing Engagement

- 1. Work as a team with one person acting as a recorder (use worksheet)**
- 2. Share your challenges with the tasks in initial and ongoing engagement**
- 3. Share what tools work for you**
- 4. Be prepared to share results with larger group.**





FACILITATION TASKS

INITIAL AND ONGOING ENGAGEMENT



- Building rapport
- Creating a safe environment
- Assisting others in understanding the team process and roles within that process
- Helping each team member feel heard and feel their perspective is valued
- Support members in staying engaged over time

CREATING A SAFE ENVIRONMENT

Initial and Ongoing Engagement

1. Using the mini vignette provided, work as a team with one person acting as a Recorder to discuss:
 - Is the situation presented a safe environment?
 - If not, what might you do to assist in creating more safety?
2. Share your thoughts with the larger group.



ADDITIONAL TOOLS AND STRATEGIES

- Prepare people for teamwork
- Invite
- Provide “chat” time
- Level the power
- Address initial tensions
- Create highly participatory team agreements (assists with safety)



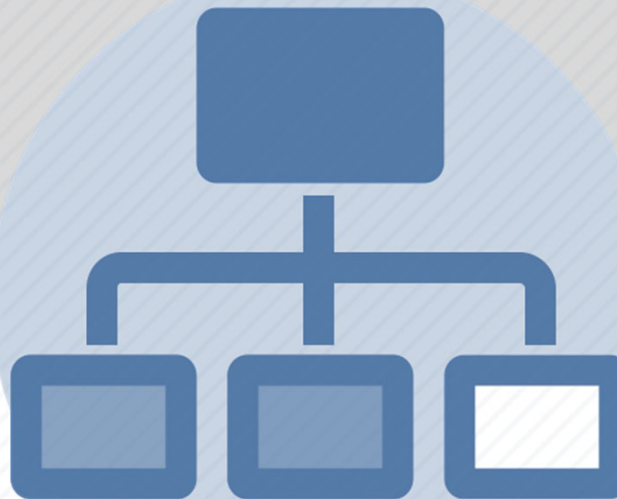
FACILITATION TASKS

Initial and Ongoing Engagement

1. Contracting with participants
2. Designing group activities and processes
3. Listening, paraphrasing, observing, clarifying, elaborating
4. Interpreting verbal and non-verbal behavior
5. Confronting others
6. Managing differences
7. Collaborating with others
8. Project management
9. Meeting management
10. Logistics management

The Facilitator's Fieldbook Paperback – October 3, 2012
by [Tom Justice](#) (Author), [David W. Jamieson Ph.D.](#)

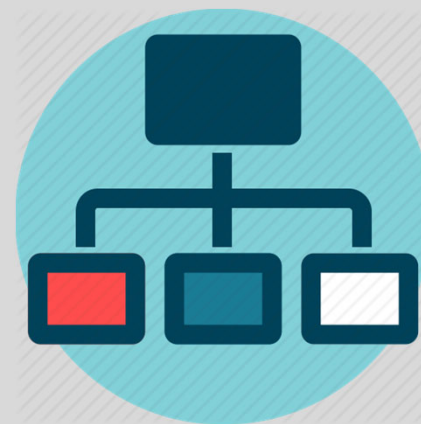
Creating Structure



POOLING OUR EXPERIENCE, WISDOM AND NEEDS

Creating Structure

1. Work as a team with one person acting as a recorder (use worksheet)
2. Share your challenges in creating structure
3. Share some of the tools or ideas you use
4. Be prepared to share results with larger group.





FACILITATION TASKS

Creating Structure



- **First Meeting:** addressing confidentiality and creating team agreements, defining vision/mission, discovering strengths and concerns
- **Ongoing:** establishing meeting purpose/goal, discussing strengths and concerns, defining needs, generating ideas and brainstorming, defining action steps, conducting meeting evaluation

FACILITATION TASKS

Creating Structure

1. Analyzing information to determine the best approach
2. Designing meetings to support success
3. Establishing the group climate
4. Implementing structures and process
5. Intervening to manage group dynamics
6. Coaching group members
7. Evaluating meeting effectiveness
8. Navigating decision making
9. Ensuring follow up action

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Removed Part 2: Remember My Story

Use this video vignette
for the rest of today's
training in the
roleplaying activities.

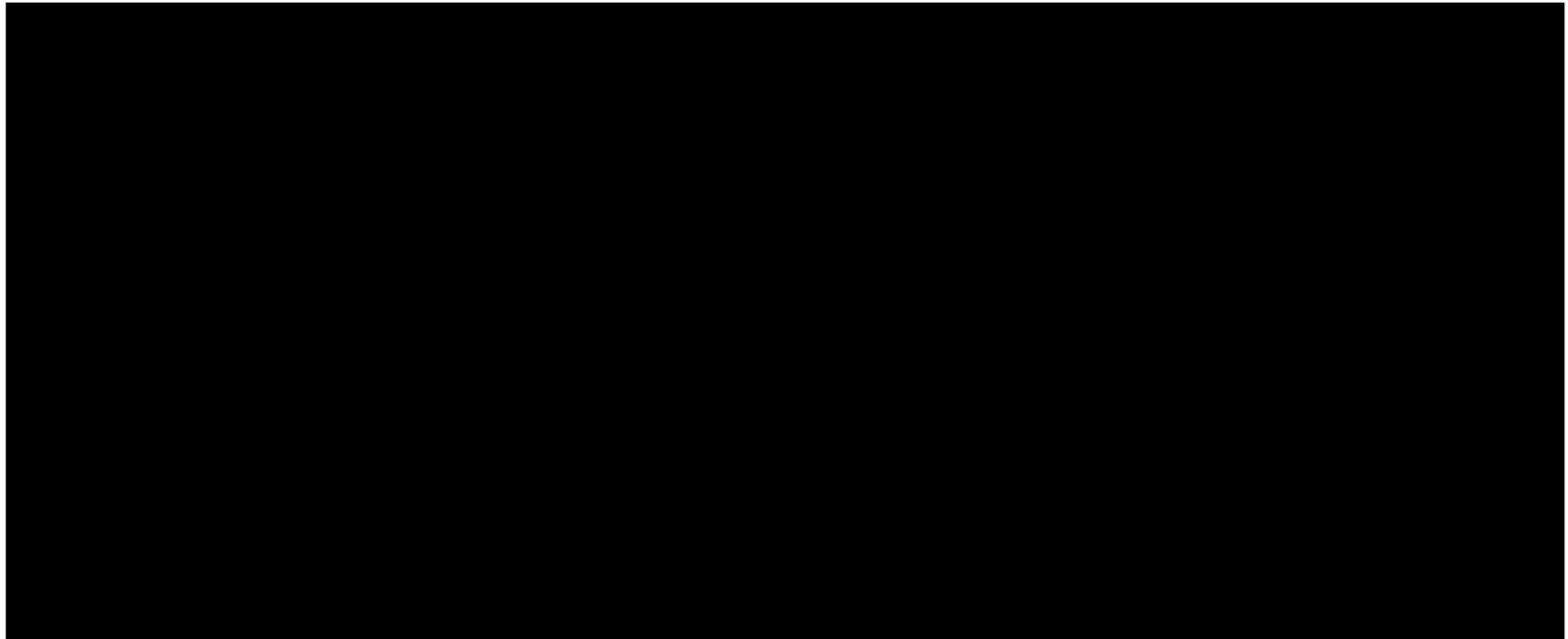
<https://removedfilm.myshopify.com/pages/watch>

Director: [Nathanael Matanick](#) and [Tony Cruz](#)

Writer: Christina Matanick

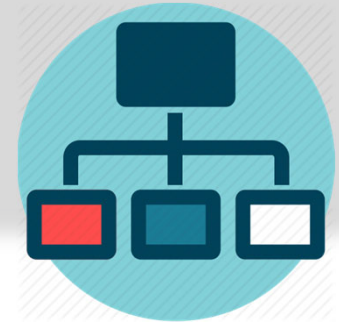
Producer: [Nathanael Matanick & Christina Matanick](#)





ACTIVITY:

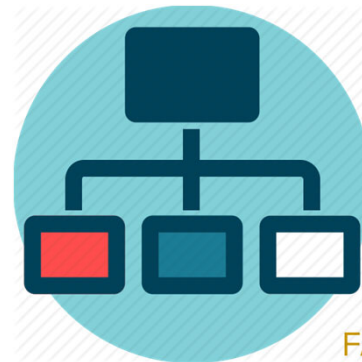
PRACTICE Creating Structure



1. Each team assigns roles as needed, including a facilitator per vignette
2. The facilitator will be creating structure for the first team meeting
3. Create team agreements, a vision/mission for the team, and to begin eliciting strengths from/for all team members.

ADDITIONAL TOOLS and STRATEGIES

- Have your materials prepared
- Always give the “power” to the team
- Obtain agreement on each step of the process
- Balance between process and product
- Organization is key



Developing and Implementing a Plan



POOLING OUR EXPERIENCE, WISDOM AND NEEDS

Developing and Implementing a Plan

1. Work as a team with one person acting as a Recorder (use worksheet)
2. Share your challenges in Creating Structure
3. Share some of the tools or ideas you use
4. Be prepared to share results with larger group.





FACILITATION TASKS

INITIAL AND ONGOING ENGAGEMENT

- Defining needs
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FACILITATION TASKS

IMPLEMENTING THE PLAN AND TRANSITIONING

- Defining and revising plan as needed
- Evaluating and tracking progress
- Guiding participants toward task completion
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ACTIVITY:



PRACTICE IMPLEMENTING THE PLAN AND TRANSITIONING



1. Using the same vignette and roles, except assign a different facilitator
2. Work together to role play creating the beginnings of a CFT plan (use action plan worksheet).

FACILITATION TASKS

Creating Structure

- | | |
|------------------|----------------------------------|
| 1. Steadiness | 6. Authenticity |
| 2. Confidence | 7. Creative |
| 3. Assertiveness | 8. Humility |
| 4. Openness | 9. Optimism |
| 5. Flexibility | 10. Results-oriented disposition |

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ADDITIONAL TOOLS and STRATEGIES

- Think “outside the box” – get creative with ideas
- Generate as many ideas as possible
- Address needs of all team members
- Make sure everyone is “owning” the plan
- Remember – families don’t fail; plans do

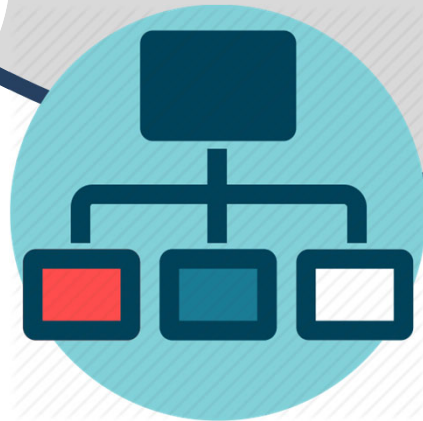


THE PLAN FIX

Developing and Implementing a Plan

- 1. Work as a team to review the CFT plan you have been assigned**
- 2. Identify if this is a good plan or one that is missing CFT planning elements**
- 3. If it needs improvements, what changes would you make?**

BRINGING IT ALL TOGETHER



plan



CCR CFT OVERVIEW

QUESTIONS?
REMAINING NEEDS?
COMMENTS?

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Review

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**THANK
YOU!**

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Resources:

- ACL 16-84 Requirements and Guidelines for Creating and Providing child and Family Team:
<http://www.dss.cahwnet.gov/lettersnotices/EntRes/getinfo/acl/2016/16-84.pdf>
- Pathways to Mental Health Services Core Practice Model Guide:
<http://www.childsworld.ca.gov/res/pdf/CorePracticeModelGuide.pdf>
- ACIN 1-50-16 CCR AB403 General Information
http://www.dss.cahwnet.gov/lettersnotices/EntRes/getinfo/acin/2016/I-50_16.pdf
- Welfare and Institutions Code – WIC 832
http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=832.&lawCode=WIC

Citations

- Napoleon Hill www.naphill.org Hill, Napoleon. *Think and Grow Rich*. New York: Fawcett Books, 1987. Print.
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